#### LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001080783

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145 ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

| Vendor: | 0000005257  |
|---------|-------------|
| SPORTS  | IMPORTS     |
| P O BOX | 21040       |
| COLUMB  | US OH 43221 |

email:

| 1               |
|-----------------|
| Ship Via        |
| Best Metho      |
| Location / Dept |
| 04GYM PE/H/A    |
|                 |

Ship To: FOLSOM LAKE COLLEGE RECEIVING 10 COLLEGE PARKWAY FOLSOM CA 95630-6798 United States

Bill To: 1919 Spanos Court Sacramento CA 95825-3981 United States

| Tax Exempt? N | Use Tax Applicable: Y  |              |          |              | Due Dete   |
|---------------|--|--------------|----------|--------------|------------|
| Line-Sch      | Item/Description   | Quantity UOM | PO Price | Extended Amt | Due Date   |
| 1- 1          | VOLLEYBALL POLE - THE STEALTH CARBON<br>VOLLEYBALL UPRIGHT (PIN-STOP), P/N:<br>CO8 | 2.00EA       | 1,390.00 | 2,780.00     | 04/15/2015 |
| 2-1           | NET RATCHET - BLACK HEAVY DUTY WITH<br>CRANK HANDLE FOR CO8, P/N: HDNR-B<br>3.5    | 1.00EA       | 360.00   | 360.00       | 04/15/2015 |
| 3-1           | SAFETY PAD - TAPERED SPECIALIZED<br>GRAPHICS, P/N: FP13                            | 2.00EA       | 550.00   | 1,100.00     | 04/15/2015 |
| 4- 1          | NET, VOLLEYBALL - TECHNORA P/N: HM50   | 3.00 EA      | 360.00   | 1,080.00     | 04/15/2015 |
| 5-1           | NET ANTENNAS - VOLLEYBALL (PAIR),<br>P/N: NA2                                      | 1.00EA       | 115.00   | 115.00       | 04/15/2015 |
| 6- 1          | OFFICIAL STAND - INTERNATIONAL<br>(W/WHEELS & ADJUSTABLE LEGS) P/N:<br>DE73        | 1.00EA       | 875.00   | 875.00       | 04/15/2015 |
| 7- 1          | PAD, STANDING - OFFICIAL (BLACK),<br>P/N: OSP3                                     | 1.00EA       | 325.00   | 325.00       | 04/15/2015 |
| 8-1           | VOLLEYBALL POLE, ALUMINUM - UPRIGHT<br>(PIN-STOP), P/N: AL7                        | 4.00EA       | 785.00   | 3,140.00     | 04/15/2015 |
| 9- 1          | NET RATCHET, RED - HEAVY DUTY AND<br>CRANK HANDLE FOR AL7, P/N: HDNR-R             | 2.00EA       | 320.00   | 640.00       | 04/15/2015 |
| 10- 1         | SAFETY PAD, UPRIGHT - TAPERED<br>(BLACK), P/N: FP1                                 | 4.00 EA      | 255.00   | 1,020.00     | 04/15/2015 |
| 11- 1         | NET ANTENNAS, VOLLEYBALL - PAIR P/N:<br>NA2  | 2.00 EA      | 115.00   | 230.00       | 04/15/2015 |
| 12- 1         | STAND, FOLDING - OFFICIAL P/N: PS1   | 2.00EA       | 640.00   | 1,280.00     | 04/15/2015 |
| 13- 1         | PAD, FOLDING STAND - OFFICIAL<br>(BLACK) P/N: PSP1                                 | 1.00 EA      | 325.00   | 325.00       | 04/15/2015 |

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signatur

Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30

MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

J

### LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO

0001080783

Page

Chin Via

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145 ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

PLEASE S.

| SEE REVERSE SIDE FOR TERMS AND CONDITIONS.                                 | Payment Ter | ms Freight Terms   | Ship via        |
|--|-------------|--|-----------------|
|  | NET 30      | Shipping Point   | Best Metho      |
|  | Reference:  |  | Location / Dept |
|  | 808820 HAR  | RELLK GALLARZC   | 04GYM PE/H/A    |
| Vendor: 0000005257<br>SPORTS IMPORTS<br>P O BOX 21040<br>COLUMBUS OH 43221 | Ship To:    | FOLSOM LAKE COLL<br>RECEIVING<br>10 COLLEGE PARKW<br>FOLSOM CA 95630-67<br>United States | AY              |
| email:   | Bill To:    | 1919 Spanos Court<br>Sacramento CA 95825<br>United States                                | -3981           |

Date

04/01/2015

| Tax Exempt? N<br>Line-Sch | Use Tax Applicable: Y Item/Description                             | Quantity UOM | PO Price | Extended Amt | Due Date   |
|---------------------------|--|--------------|----------|--------------|------------|
|                           |  | 12.00EA      | 285.00   | 3,420.00     | 04/15/2015 |
| 14- 1                     | BADMINTON UPRIGHT - P/N: DG11<br>STORAGE CART - WITH BAGS (HOLDS 6 | 1.00 EA      | 885.00   | 885.00       | 04/15/2015 |
| 15- 1                     | UPRIGHTS) P/N: DU22  | 2100         |          |              |            |
| 16- 1                     | STORAGE CART, BADMINTON - HOLDS 12<br>UPRIGHTS P/N: BU12           | 1.00 EA      | 980.00   | 980.00       | 04/15/2015 |
| 17- 1                     | SHIPPING   | 1.00 EA      | 945.00   | 945.00       | 04/15/2015 |

REFERENCE QUOTE# 9793, DATED 12/03/2014, VALID UNTIL 09/01/2015

Sub Total Amount Sales Tax Amount Total PO Amount

Revision

| 19,500.00     |
|---------------|
| 0.00          |
| <br>19,500.00 |

| <u>BU</u> | <u>Acct</u> |    | <u>Org</u> | <u>Prog</u> |       | <u>Proj</u> | Amount    | <u>BYear</u><br>2015 |
|-----------|-------------|----|------------|-------------|-------|-------------|-----------|----------------------|
| GENFD     | 6490        | 12 | FL.VI.IEQP | 08700       | 00000 | 548H        | 19,500.00 | 2015                 |

Verification of this purchase order can be made using the Los Rios Community College District web site listed below. If you have any questions, please contact the Purchasing Office at (916)568-3071.

http://www.losrios.edu/purchasing/povalidation

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature

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#### LOS RIOS COMMUNITY COLLEGE DISTRICT

American River College • Cosumnes River College • Folsom Lake College • Sacramento City College <u>PURCHASE ORDER TERMS AND CONDITIONS</u>

- 1. APPLICABLE LAW: The contract resulting from this order shall be governed by the laws of the State of California
- 2. COMPLETION OF ORDERS: LRCCD reserves the right to withhold payment until order is completed.
- 3. DISCOUNTS: Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
- 4. INVOICES: Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
- 5. CHANGES: No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
- 6. BILL OF LADING: If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
- TRANSPORTATION CHARGES: Invoices for prepaid transportation charges must be supported by original receipted expense bills.
   FOB POINT AND FREIGHT CHARGES: Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
- 9. PATENT INDEMNITY: The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
- 10. TAXES: Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
- 11. EQUAL OPPORTUNITY EMPLOYER: The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
- 12. GENERAL SAFETY ORDERS: All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
- 13. INDEMNIFICATION: CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of persons, arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
- 14. TERMINATION: LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
- 15. ASSIGNMENT: Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
- 16. PUBLIC WORKS PROJECTS: CONTRACTOR must comply with Public Contract Code.
- 17. CA LABOR CODE: Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
- NOTICE: Your employees <u>may</u> be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees <u>may</u> be exposed to contact the LRCCD General Services Department at (916) 568-3048.
- 19. INSURANCE: CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$3,000,000 AGGREGATE for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage.
- 20. DISQUALIFIED EMPLOYEES: CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as those terms are defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
- 21. WORK AUTHORIZATION: Prior to LRCCD's acceptance of this Agreement, CONTRACTORs who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
- 22. WARRANTY: CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law.

| ge of                   | Req  | uisition  | SS SERVI      | CES Re              | q. No. 8       | 08820                                      |
|-------------------------|--|---|---------------|---------------------|----------------|--|
| Vendor Code             | DATE 12/5/14   | 2015 MAR - :  | 3 P 3:        | 07 P.O              | . NO.          |  |
| Approved by / Date      | VENDOR Sparts Impar  | ts  |               |                     | LIVERY INST    | RUCTIONS                                   |
| Reviewed by / Date      | ADDRESS PO BOX 210   | 40  |               | Ć                   | GYM            | <u>)</u>                                   |
| spatched Method / Da    | CITY COLUMBUS STAT   | E OH ZIP43  | 3221 1        | FLC                 | Location Co    | KITA                                       |
| spatched Method / Da    | PHONE 614) 771-0246 FAX  |   | 750 ×         | College/Distri      |                | Department<br>4/1/15                       |
| 1                       | DESCRIPTION  |   | ORDE          | Division<br>RED     |                | Date Required<br>AMOUNT                    |
|                         | E COMPLETE DESCRIPTION, INCLUDING CAT. NO<br>ditional paper if necessary and please reference requ                       |   | QUANTITY      | UNIT                | UNIT PRICE     | TOTAL PRICE                                |
|                         | DO NOT USE A SECOND REQUISITION.   | uisition number.                                      | 1             |                     |                |  |
| see qu                  | Hached quote #9793   |   |               |                     | -              |  |
|                         | ð  |   | 12            |                     |                |  |
|                         |  |   |               |                     |                |  |
| Vol                     | eyball & Badmit  | ton   |               |                     |                |  |
|                         | J  |   | 192           |                     |                |  |
|                         |  |   | 1             | 1.1.1               |                |  |
|                         |  |   |               |                     |                |  |
|                         |  |   |               |                     | 7              |  |
|                         |  | -   |               |                     |                |  |
|                         |  |   |               |                     |                |  |
| 0                       |  |   |               |                     |                |  |
|                         |  |   |               |                     | \$             | 18,555.00                                  |
| 3                       |  |   |               | ship                | ping           | \$ 945.00                                  |
|                         | o Categorical Programs, Grants or Special Project molignce with the requirements of                                      | Instruction   | I Equip       | ment                | SalesTax       | \$ 1484,45                                 |
| Moria                   | Puch For grants/special projec   |   | - 1 1         |                     | Tetal          |  |
| am Director/Coordinator | Signature  | Project/G   | Grant Number  |                     | Total          | * 20,984.4                                 |
| ram Goal/Objective Num  | 4/01/11/2  | Hurchas   | U             |                     |                |  |
| nce with District Re    | ms/services listed above are to be obtained in accor-<br>gulation 8323, Section 4, <u>Conflict of Interest</u> , and all | DENFU / 64  |               | / FL                | VI. IEQ        | P  |
| er applicable distric   | s, state, and federal policies, rules, regulations and laws.   | Bus. Unit Accou                                       | nt * Fund     | Org                 | 0.1            |  |
| QUESTED BY:             | WCI 12/5/14<br>TYPED/PRINT DATE  | Program Sub-Cla                                       |               | 5 / 54<br>Proj/Grr  |                | Amount                                     |
| Kim Hr                  | 12/5/14  | /   | 1             | 1                   |                |  |
| QUESTED BY:             | SIGNATURE DATE   | Bus. Unit Accou                                       | nt * Fund     | Org                 |                |  |
| I ALL                   | AN OR AUTHORIZED SIGNATURE DATE  | Program Sub-Cla                                       | /<br>iss BY   | /<br>Proj/Grr       | \$             | Amount                                     |
| THORIZED: DE            |  |   |               | purchases           | over \$200 (Ac | counts 6490, 6495 a                        |
|                         | Withkella HHIB   |   |               |                     |                |  |
| fathle                  | CE PRESIDENT, ADMINISTRATION DATE  | computers) comple<br>will be housed.<br>Location Code | te the area b | elow indicati<br>MM |                | cation where equipme<br>t. <u>Ahlefccs</u> |

#### LOS RIOS COMMUNITY COLLEGE DISTRICT Sole Source Purchase Justification

1.

|  | ports Imports<br>ervice: Volleyball & badminton equipment<br>ual expenditure for the above commodity or service: \$:20984.45   |  |  |  |
|--|--|--|--|--|
| documentation<br>Initial all entrie  | rchasing Policy, Sole Source purchase requests & approvals must be performed in advance and shall be supported by written<br>This form and appropriate supporting documentation fulfils that requirement.<br>The below that apply to the proposed purchase. Attach support documentation justification memo as described below (More |  |  |  |
| than one entry   | will apply to most sole source products/services for purchase requested).  |  |  |  |
| 1  | SOLE SOURCE REQUEST IS FOR THE ORIGINAL MANUFACTURER OR PROVIDER, THERE ARE NO REGIONAL DISTRIBUTORS. (Attach the manufacturer's written certification that no regional distributors exist. Item no. 4 also must be completed).  |  |  |  |
| 2  | SOLE SOURCE REQUEST IS FOR ONLY GREATER SACRAMENTO AREA DISTRIBUTOR OF THE ORIGINAL MANUFACTURER OR PROVIDER. (Attach the manufacturers — <u>not the distributor's</u> — written certification that identifies all regional distributors. Item no. 4 also must be completed).  |  |  |  |
| 3  | THE PARTS/EQUIPMENT IS NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum).   |  |  |  |
| 4  | THIS IS THE ONLY KNOWN ITEM OR SERVICE THAT WILL MEET THE SPECIALIZED NEEDS OF THIS DEPARTMENT OR PERFORM THE INTENDED FUNCTION. (Attach memorandum with details of specialized function or application).  |  |  |  |
| 5.4  | THE PARTS/EQUIPMENT IS REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request).  |  |  |  |
| 6  | CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)PURCHASE CONTRACT NO:   |  |  |  |
| 7  | "PIGGY-BACK"/UMBRELLA PURCHASE ON ANOTHER GOVERNMENT ENTITY'S CONTRACTS  |  |  |  |
| 8  | NONE OF THE ABOVE APPLIES. A DETAILED EXPLANATION AND JUSTIFICATION FOR THIS SOLE SOURCE REQUEST IS CONTAINED IN ATTACHED MEMORANDUM.  |  |  |  |
| The undersigned requests commodities and services to be procured from the vendor identified as the sole source supplier of the service or material described in this sole source justification and is authorized as a sole source for the service or material. |  |  |  |  |
| SOLE SOURCE AUTHORIZATION: (PURCHASING USE ONLY)   |  |  |  |  |
| APPROVE  | D 🗆 DISAPPROVED  |  |  |  |
| By:  | Date: Guidelines Div. #:   |  |  |  |



10 College Parkway, Folsom, CA 95630 ■ 916-608-6500 ■ <u>www.flc.losrios.edu</u>

Date: April 6, 2015

To: Brenda Haney, Business Services Office

From: Jeanne Plews, Admin. Asst., FLC Athletics

Subject:Justification for Sole Source ProcurementVendor: Sports ImportsRequisition Numbers: 808820

## Memorandum of Explanation supporting Sports Imports as sole source for above requisition.

We need to use this vendor for volleyball and badminton equipment to be consistent with the equipment at all of the other LRCCD campuses. SCC, ARC, and CRC all use Sports Imports equipment for volleyball and badminton.

The quality of the equipment from Sports Imports far exceeds equipment offered from other vendors.

#### LOS RIOS COMMUNITY COLLEGE DISTRICT Sole Source Purchase Justification

Date: April 6,2015 To: BSO - FLC & D.O. Purchasing - Brenda Haney & C. Gallarzo From: Jeanne Plews - FLC Justification Requirements for Sole-Source Procurements Subject: Requisition No. 803320 Vendor Name: Sports Impo

#### SOLE-SOURCE ITEMS

Sole-source items are those items which perform a certain function for which no other items are known to exist. In a highly technological society, either patents or a clearly superior product may perform a function that limits you to a sole source. If it is economically advantageous and critical for its use in conjunction with instruction or operation to use such a product, then it is suggested that you do so. Justification for specifying such items is extremely important and should be clearly stipulated. Sole-source situations can be minimized by your using performance specifications and request for quotes (RFQ's).

Competitive bidding is not a thoroughly suitable purchase method for sole-source items. It is best to advertise for bids on an "approved equal" basis; if no bids are offered, proceed to negotiate a fair and reasonable price with the sole source. When only one bid is received, you may have a sole-source situation if you believe that no other competitive sources are available.

Sole-source acquisitions must be justified in sufficient detail to explain the basis for suspending the usual competitive procurement process.

The following represents factors that might justify sole source:

- 1. What capability does the proposed vendor have that is critical to the specific effort and make the vendor clearly unique compared to other vendors in the same general field?
- 2. What prior experience of a highly specialized nature does the proposed vendor have that is vital to the proposed effort?
- 3. What facilities, staffing, and/or equipment does the proposed vendor have that are specialized and vital to the commodities or services required?
- 4. Does the proposed vendor have a substantial investment that would have to be duplicated at the District's expense by another vendor entering the field?
- 5. If schedules are involved, why are they critical and why can the proposed vendor best meet them?

The enclosed form should be completed and submitted with your Requisition for justification.

LOS RIOS COMMUNITY COLLEGE DISTRICT

1919 Spanos Court, Sacramento, CA 95825 Phone (916) 568-3071 FAX (916) 568-3145 Purchasing Department Irccdpurchase@losrios.edu



Sacramento City College American River College

**Cosumnes River College** 

**Folsom Lake College** 

#### **CONFLICT OF INTEREST STATEMENT**

This is to certify that the undersigned employee(s) has/have no economic interests which may foreseeably be materially affected by having participated in the development of the specifications for service, equipment and/or material represented by the referenced requisition.

#### (Pursuant to District Regulation R-8323 and District Policy P-8611 This form must be signed and submitted with the Purchase Requisition (GS Form 127) for those transactions listed below.)

- Sole Source
- \* Professional Service Agreements
- Service Agreements (GS Form 78: Rev. 2/2012)
- Selection Committee Recommendations (formal process)

#### **READ CAREFULLY BEFORE SIGNING:**

Hanle Employee/Date

100000

Requisition Number

Selection Committee Member/Date

| OFFICIAL USE ONLY: |  |  |
|--------------------|--|--|
| PURCHASE ORDER#    |  |  |
| BUYER/DATE:        |  |  |

GS# 152

Feb-13



PO Box 21040, Columbus, OH 43221 USA 800.556.3198 Toll Free 614-771-0246 Phone 614-771-0750 Fax www.sportsimports.com | info@sportsimports.com

( and

Lingham

FIVE

(avca

QUOTATION:

|            | ichardson,  |     | Quote number: 9793       |            |
|------------|---|-----|--------------------------|------------|
| 0 College  | ke Community College,                                 |     | Sales Rep: Tucker Day    |            |
| olsom, CA  |   |     | tday@sportsimports.com   |            |
| oisoin, CP | , 93030   |     | Date: 12/03/2014 10:33am |            |
|            |   |     | Valid until: 09/01/2015  |            |
| Part #     | Product   | Qty | Unit Price               | Ext. Price |
| CO8        | The Stealth - Carbon Volleyball Upright (pin-stop)    | 2   | \$1,390.00               | \$2,780.00 |
| HDNR-B     | Black Heavy Duty Net Ratchet with Crank Handle        | 1   | \$360.00                 | \$360.00   |
| 3.5        | for the CO8 Stealth Volleyball Upright and the        |     |                          |            |
| Chia       | SV15 Sand Volleyball Upright                          |     |                          |            |
| FP13       | Tapered Safety Pad - Specialized Graphics             | 2   | \$550.00                 | \$1,100.00 |
| HM50       | Technora Volleyball Net                               | 1   | \$360.00                 | \$360.00   |
| NA2        | Volleyball Net Antennas (Pair)                        | 1   | \$115.00                 | \$115.00   |
| DE73       | International Official Stand (w/wheels & adjustable   | 1   | \$875.00                 | \$875.00   |
| 0000       | legs)   |     |                          |            |
| OSP3       | Official Stand Padding (specify color) grang-black    | 1   | \$325.00                 | \$325.00   |
| AL7        | Aluminum Volleyball Upright (pin-stop)                | 4   | \$785.00                 | \$3,140.00 |
| HDNR-R     | Red Heavy Duty Net Ratchet and Crank Handle -         | 2   | \$320.00                 | \$640.00   |
|            | for the DE10, and DE11 Steel Uprights or the AL7      |     |                          |            |
|            | Aluminum Uprights                                     |     |                          |            |
| FPI        | Tapered Upright Safety Pad (Per Pad - Specify         | 4   | \$255.00                 | \$1,020.00 |
|            | Color)  |     |                          |            |
| HM50       | Technora Volleyball Net                               | 2   | \$360.00                 | \$720.00   |
| NA2        | Volleyball Net Antennas (Pair)                        | 2   | \$115.00                 | \$230.00   |
| PS1        | Folding Official Stand                                | 2   | \$640.00                 | \$1,280.00 |
| PSP1       | Folding Official Stand Padding (specify color)        | 01  | \$325.00                 | \$325.00   |
| DG11       | Badminton Upright                                     | 12  | \$285.00                 | \$3,420.00 |
| DU22       | Storage Cart with Bag (holds 6 uprights)              | 1   | \$885.00                 | \$885.00   |
| BU12       | Badminton Upright Storage Cart (holds 12<br>uprights) | 1   | \$980.00                 | \$980.00   |

| Subtotal: | \$18,555.00 |
|-----------|-------------|
| Tax:      | \$1,484.45  |
| Shipping: | \$945.00    |
| Total:    | \$20,984.45 |
|           |             |

# sports imports

CUSTOM PAD ORDER FORM

| AT THE C | ENTER | OF | EVERY | CHAMPIONSHIP |
|----------|-------|----|-------|--------------|
|----------|-------|----|-------|--------------|

| Standard Pad C  | Colors   |                                    |            |   |
|-----------------|--|------------------------------------|------------|---|
| Black           | Contact Name:  |                                    | State:     |   |
|                 | School/ Organization Name:   |                                    | ]          |   |
|                 | Contact Email:   |                                    |            |   |
| White           | # of individual Pads: 1  | Indoor                             | Outdoor    |   |
| Red             | Level 1: \$435 each (2 mock-ups<br>Outlined lettering on both sides of pad in ou |                                    |            | C L<br>E A  |
| a survey of     | Standard Pad Colors: Choose One  | Standard Fonts: Choose One         | 2          | N   |
|                 | Standard Font Colors: Choose One   | Standard Outline Colors: Ch        | noose One  | T C<br>R S E  |
| Royal Blue      | Left Side:   | Right Side:                        |            |   |
|                 |  |                                    |            | L S   |
| NY MARKET       |  |                                    |            |   |
|                 | Level 2: \$490 each (2 mock-ups  | included, \$50 per additional mo   | ock-up)    |   |
| Navy Blue       | Outlined lettering on both sides of pad in our                                   |                                    |            | AND School Logo   |
| N v-n           | Standard Pad Colors: Choose One  | Standard Fonts: Choose One         | 2          | BC  |
|                 | Standard Font Colors: Choose One   | Standard Outline Colors: Ch        | oose One   | E B   |
| Forest Green    |  | Custom Outline Color PMS:          |            | $\frac{\mathbf{L}}{\mathbf{A}} = \frac{\mathbf{R}}{\mathbf{O}}$ |
|                 | Left Side:   | Right Side:                        |            | S N   |
|                 | Include a Logo- Must send a  | a high resolution vector format .  | ESP or .AI | V S C   |
| Yellow          | Match the colors in my vector lo   | go                                 |            | V ST  |
| renow           |  |                                    |            | A   |
|                 | Level 3: \$550 each (3 mock-ups  | ; included, \$50 per additional mo | ock-up)    |   |
| Orange          | Standard or Custom Pad color, Standard Fonts: A                                  |                                    |            | ol Logo and design  |
|                 | Standard Pad Colors: Choose One  | Custom PMS Pad Color:              |            |   |
| 1 and 1         | Standard Font: Choose One  | Custom Font Name:                  |            | F 🙀   |
| Maroon          | Font Colors: Choose One  | Custom Font Color PMS:             |            | S S E   |
| Carefolds 1     | Standard Outline Colors: Choose One  | Custom Outline Color PMS:          |            |   |
|                 | Left Side:   | Right Side:                        |            |   |
| Durals          |  |                                    |            |   |
| Purple          | Include a Logo- Must send a  |                                    | SP or .Al  | STURE<br>STUE   |
|                 | Match the colors in my vector log  | go                                 |            | T S   |
| and a stratight |  |                                    |            |   |
| Gray            | Graphic Background:  | kle                                | Webbing    | Custom  |
| ALL STREET      |  |                                    |            | - 10 mil-   |

#### Harrell, Kim

| From:    | Richardson, Ronald  |  |  |
|----------|---|--|--|
| Sent:    | Tuesday, September 30, 2014 5:34 PM                           |  |  |
| To:      | 'Ginger Tivey'; Harrell, Kim                                  |  |  |
| Cc:      | Justin Gustafson  |  |  |
| Subject: | RE: Volleyball and Badminton Equipment Quotes - pros and cons |  |  |

Ginger,

Thanks for working on this. I don't know anything about BISON; I've had experience at 4 different colleges with Sports Imports/Seenoh and have always liked their product. All the colleges in LRCCD use Sports Imports equipment for their volleyball and badminton needs and have recommended we use the same. The floorplates were cut in the new gym to accommodate Sports Import products, which are a different diameter than other brands. That was the reason I specifically asked for a Sports Imports quote.

I don't know what direction to go with this since I don't know the specs on the BISON product. Perhaps you can educate me on their sleeve sizes and specs.

Thanks,

RON

Go Falcons!



Ron Richardson Athletic Coordinator/ Kinesiology Professor Folsom Lake College <u>richarr@flc.losrios.edu</u> (916) 608-6812 BSN caud not match qu'ality fa this pince. See altached email. Faculty want the spats Impart Proclucts. I had them consolidate shipping into 1 aroer. Saved US \$624.15

SIEF

From: Ginger Tivey [mailto:gtivey@bsnsports.com]
Sent: Tuesday, September 30, 2014 5:13 PM
To: Richardson, Ronald; Harrell, Kim
Cc: Justin Gustafson
Subject: Volleyball and Badminton Equipment Quotes - pros and cons

Good Evening Ron and Kim,

Not knowing what your pricing is through Sports Imports, it's hard to say whether or not we could beat them in pricing. If you are dealing with them directly, we won't be able to. With this said, BISON is a very comparable product and brand and is used by thousands of colleges across the nation. Justin helped me quote this out with BISON product – we will have the most aggressive pricing and will give you the best customer service by also giving back to your athletic department through the BSN Rewards program we have you on. On this order, FLC Athletics would get \$2,847.83 in free BSN dollars. ALL ORDERS COUNT with us, so keep that in mind when comparing price.

We understand budgets and pricing. If we aren't close, I completely understand, but please consider all options and angles when making your decision and please let us know what we can do to help meet your needs.

Thank you both, and we continue to look forward to providing Folsom Lake College Athletics Game Changing Solutions and Unparalleled customer service.

Have a great evening, and let me know what we can do to earn this business and continue to help your program.

Kindest Regards,

Ginger Tivey Sales Pro-Sacramento,CA-Reno,NV 916-903-6603 gtivey@bsnsports.com

BSN SPORTS "A Varsity SPORT Brand"

From: Richardson, Ronald [mailto:RicharR@flc.losrios.edu] Sent: Monday, September 22, 2014 4:04 PM To: Ginger Tivey; Harrell, Kim Cc: Justin Gustafson Subject: RE: Checking in 9-22-14

Hi Ginger,

I've attached a list of volleyball and badminton equipment that will be needed for our new gym. It may not all get purchased immediately, but I'd like to get prices for everything so that we can plan our purchases. We've selected Sports Imports as the brand we wish to use. Please price out for this brand only.

Thanks for your help,

RON

Go Falcons!



Ron Richardson Athletic Coordinator/ Kinesiology Professor Folsom Lake College richarr@flc.losrios.edu From: Ginger Tivey [mailto:gtivey@bsnsports.com] Sent: Monday, September 22, 2014 2:56 PM To: Harrell, Kim Cc: Richardson, Ronald; Justin Gustafson Subject: RE: Checking in 9-22-14

#### Thank you Kim!

Hi Ron! I look forward to working with you. Let me know your needs and I will jump on it. I'm looking in to whether or not we can get athletic training tables. Stay tuned.

#### **Ginger Tivey**

Sales Pro-Sacramento,CA-Reno,NV 916-903-6603 gtivey@bsnsports.com

BSN SPORTS "A Varsity SPORT Brand"

From: Harrell, Kim [mailto:HarrelK@flc.losrios.edu] Sent: Monday, September 22, 2014 2:39 PM To: Ginger Tivey Cc: Richardson, Ronald Subject: RE: Checking in 9-22-14

#### Hi Ginger,

Please contact Ron Richardson who has been working on a very big quote for badminton and volleyball standards and nets. Ron, can you please share your needs with Ginger and give BSN a chance to bid on these equipment items.

Ginger, do you do athletic training equipment like training tables?



Kim Harrell | Dean of Workforce Development, Kinesiology, Health, & Athletics Folsom Lake College | 10 College Parkway | Folsom, CA 95630 p. 916.608.6686 | f. 916.608.6761 <u>|harrelk@flc.losrios.edu</u>

From: Ginger Tivey [mailto:gtivey@bsnsports.com] Sent: Monday, September 22, 2014 9:56 AM To: Harrell, Kim Subject: Checking in 9-22-14

#### Hi Kim!

I hope you had a fantastic weekend!

I just wanted to check in with you to see if you wanted me to place that FALCON FLIGHT CREW volunteer t-shirt order for you today. I know you are in a hurry to get them, and I would love to jump on these for you.

Let me know.

Also, I know you mentioned that you were having a department work on a big order for your GYMNASIUM. Please let me know how I can help with that as well.

I look forward to hearing from you Kim!

#### **Ginger Tivey**

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Sales Pro-Sacramento,CA-Reno,NV 916-903-6603 gtivey@bsnsports.com

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